

09/2016 JW



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**STATE OF DELAWARE**  
**COUNCIL ON REAL ESTATE APPRAISERS**

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PUBLIC MEETING MINUTES:	<b>COUNCIL ON REAL ESTATE APPRAISERS</b>
MEETING DATE AND TIME:	<b>Tuesday, September 20, 2016 at 9:30 a.m.</b>
PLACE:	<b>Division of Professional Regulation 861 Silver Lake Blvd., Conference Room A Cannon Bldg., Dover, Delaware 19904</b>
MINUTES FOR APPROVAL:	<b>October 18, 2016</b>

**MEMBERS PRESENT**

Lynn Baker, Professional Member, Chair  
Douglas Nickel, Professional Member, Vice-Chair  
Georgianna Trietley, Professional Member.  
Earl Timmons, Professional Member  
Christopher Schneider, Professional Member  
Kevin Gillis, Banking Member  
Patricia Ennis, Public Member  
Denise Stokes, Public Member

**MEMBERS ABSENT**

Mark Rainford, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Jennifer Witte, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General  
Mary Melvin, Administrative Specialist II

**OTHERS PRESENT**

Sheila Ross  
Beverly Wilson

**CALL TO ORDER**

Mr. Baker called the meeting to order at 9:36 a.m.

**REVIEW OF MINUTES**

A motion was made by Ms. Ennis, seconded by Ms. Trietley, to approve the minutes from the July 19, 2016 meeting as presented. The motion was unanimously carried.

A motion was made by Mr. Baker, seconded by Mr. Nickel, to amend the agenda to add item IV. F. 1. The motion was unanimously carried.

## **UNFINISHED BUSINESS**

### **Review List of Crimes Substantially Related to the Council on Real Estate Appraisers**

Mr. Maloney gave a brief re-cap of the reason the list of crimes substantially related to the Council on Real Estate Appraisers was being updated and advised that the current list can be found in 11.0 of the rules and regulations. Mr. Maloney stated that several of the other Boards are removing the misdemeanors from their current list of crimes. The Council had a brief discussion on the subject of safety with regards to the removal of some of the current lists' misdemeanors and are not comfortable with the removal of them. A motion was made by Mr. Nickel, seconded by Ms. Trietley, to have Mr. Maloney draft an administrative clean-up of the current list of crimes substantially related to the Council on Real Estate Appraisers. The motion was unanimously carried.

Mr. Maloney will have the draft ready for the Council to review at the October meeting.

### **Compliance to Final Order – Virgil Brown, Case #19-02-15**

Mr. Brown submitted three certificates of completion as compliance to the Council's final order signed on April 19, 2016. Mr. Brown completed the 2016-2017 7-hour USPAP Update Course on 08/23/2016, the 7-hour Residential Report Writing: More Than Forms on 08/19/2016 and the 7-hour The Sales Comparison Approach on 08/25/2016. A motion was made by Ms. Trietley, seconded by Ms. Stokes, to accept the coursework submitted as compliant with the final Council order. The motion was unanimously carried.

## **NEW BUSINESS**

### **Review of Continuing Education Activities**

After review, a motion was made by Mr. Nickel, seconded by Mr. Baker, to approve the following continuing education activities as presented:

#### **McKissock, LP.**

Fannie Mae Appraisal Guidelines: Debunking the Elements, 4 hours CE (online)  
Divorce and Estate Appraisals: Elements of Non-Lender Work, 4 hours CE (online)  
Appraisal of Self-Storage Facilities, 7 hours CE (online)

#### **ASFMRA**

Technology Applications in Appraisal, 8 hours CE (classroom)  
Introduction to Statistical Analysis for Appraisers, 8 hours (classroom)

#### **Appraisal Institute**

2016-2017 15-hour National USPAP Equivalent Course, 15 QE/14 CE hours (online)

#### **Delaware Chapter of the Appraisal Institute**

Analyzing Tenant Credit Risks & Commercial Lease Analysis, 7 hours CE (classroom)

Allterra Group, LLC.

Keynote/Industry Update/Big Data, 7 hours CE (classroom)

Fannie Mae Update/Appraisal Best Practices, 7 hours CE (classroom)

The motion was unanimously carried.

Ratify Real Estate Certified General Appraiser Applications – Reciprocity

A motion was made by Ms. Trietley, seconded by Mr. Timmons, to approve the ratified applications of Adam Miklovis, Allan Bredice, Christopher Barrett, Hansel Dobbs and William Clark. The motion was unanimously carried.

Ratify Temporary Practice Permit Applications

A motion was made by Mr. Baker, seconded by Mr. Timmons, to approve the ratified temporary practice permit applications of Dennis Ryan, Donald Miller, Heath Placer, Matthew Chiasson, Kristen Manners, Brent Maier, John Lynch, John McCarthy, Ann Porter, Andrew Rogers, David Walden, Thomas Shields, Sunny Reyna and Susan Christman. The motion was unanimously carried.

Ratify Appraisal Management Company Registration Applications

A motion was made by Ms. Stokes, seconded by Ms. Trietley, to approve the ratified applications of Norman Hubbard and Associates and MCS Valuations, LLC. The motion was unanimously carried.

Review of Verification of Supervised Appraisals by Appraiser Trainees

A motion was made by Mr. Timmons, seconded by Mr. Schneider, to approve the verification of supervised appraisals for Matthew Polly, Jylian Ferris and Mickenzee Todd. The motion was carried by Mr. Baker, Member, Ms. Trietley, Mr. Gillis, Ms. Ennis and Ms. Stokes. Mr. Nickel recused himself.

A motion was made by Mr. Timmons, seconded by Mr. Schneider, to table the verification of supervised appraisals for Walton Johnson III for the verification of supervised appraisal log. The motion was carried by Mr. Baker, Member, Ms. Trietley, Mr. Gillis, Ms. Ennis and Ms. Stokes. Mr. Nickel recused himself.

Review of Appraiser Trainee Applications

After review, a motion was made by Mr. Timmons, seconded by Mr. Nickel, to approve the appraiser trainee application of Demetrius Gadson. The motion was unanimously carried.

**CORRESPONDENCE**

There was no correspondence.

**OTHER BUSINESS BEFORE THE COUNCIL**

There was no other business.

### **PUBLIC COMMENT**

Beverly Wilson, with the Delaware Association of Appraisers, wanted to remind the Council of the upcoming Green Building Seminar that will be held December 6, 2016. Anne Petit, Debbie Rudd, Jim Park and Sehar Siddiqi will be meeting with Network attendees at a workshop in Washington, DC on October 20, 2016. Ms. Wilson updated the Council advising that they had 35 attendees for Data vs. Analysis presented by Bill Beach as well as highlighted other events of the Appraisal Coalition. In closing, Ms. Wilson stated that the AQB was looking at changing the college degree requirement for licensure and looking into what other experience would be needed if this change is made.

Mr. Timmons questioned if there was language pertaining to how a licensee may abbreviate their titles with their signature. Mr. Maloney referenced 4.1.1 of the Council's Rules and Regulations which states the four that are accepted are DE Cert Gen, DE Cert Res, DE lic Appr and DE Appr Trainee all followed by the certification numbers. It was stated that a complaint may be filed if someone is in violation of this rule.

### **NEXT MEETING**

The next meeting will be October 18, 2016 at 1:00 p.m. in Conference Room A.

### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Nickel, seconded by Mr. Timmons, to adjourn the meeting at 10:39 a.m. The motion unanimously carried.

Respectfully submitted,

*Jennifer L. Witte*

Administrative Specialist II